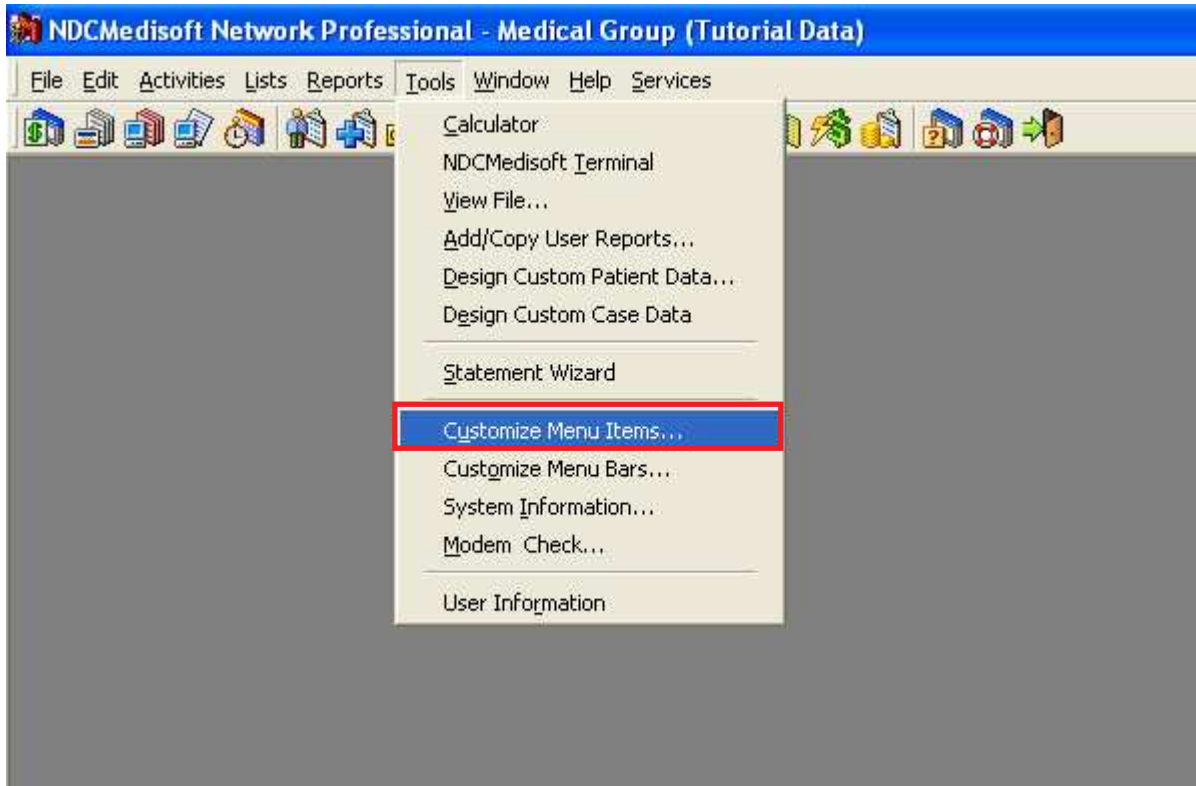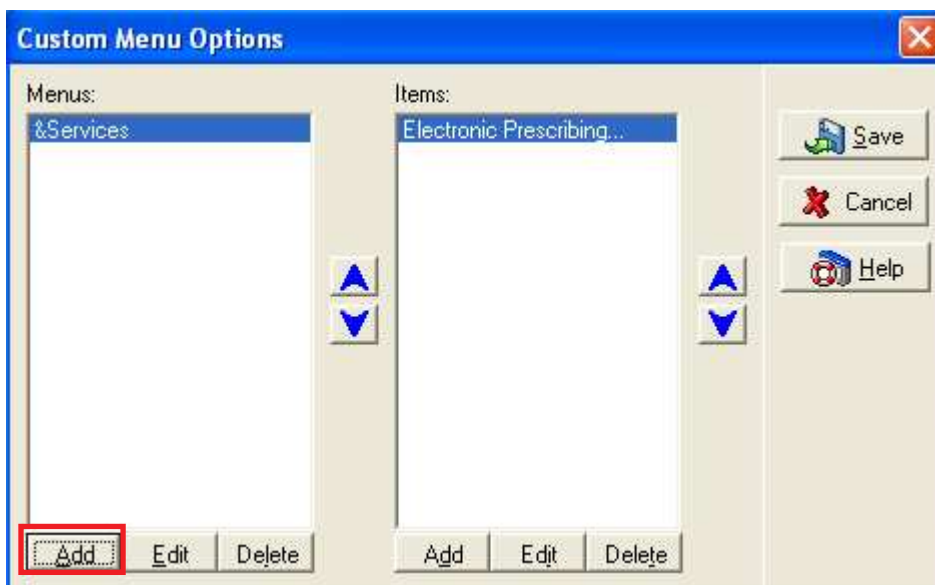**How do I create custom menus?**

NDCMedisoft Network Professional has an option to create your own custom menu. In order to create your own custom menu's, take the following steps:
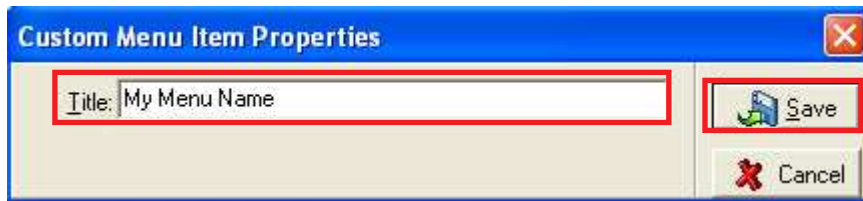
1. Click on the Tools menu and Customize Menu Items.
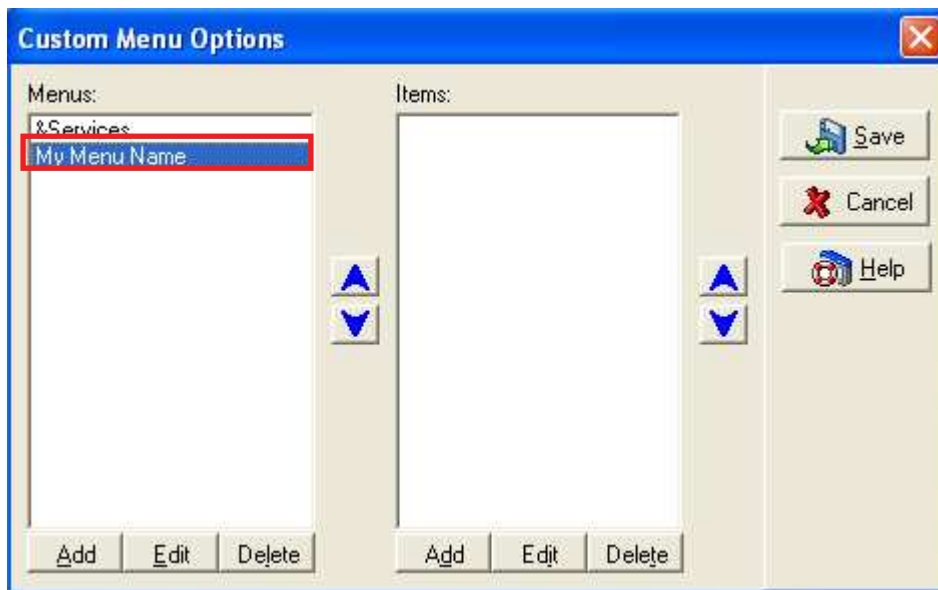

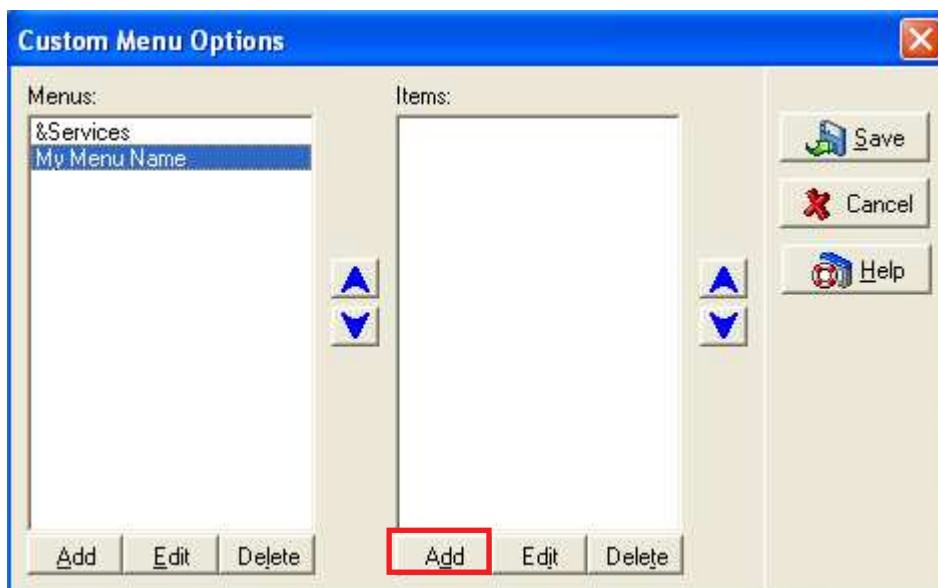1. To create a new menu, click on Add.

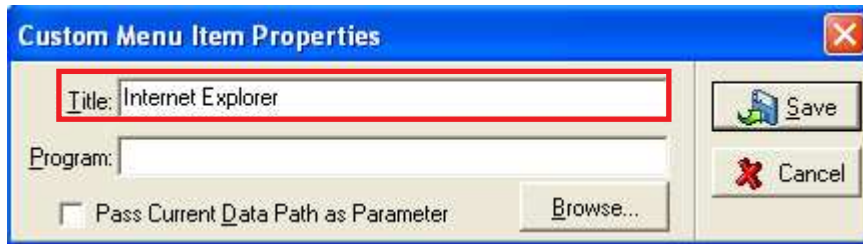2. Enter the name of your new menu, and click on Save.

3. Your custom menu will now appear in the list of custom menus. To edit any properties of a custom menu, select the menu title by clicking the title name or using the arrows to move through the list.

4. Once you have created the title of a custom menu, you will need to add items to the menu. Click on Add under the Items section of the window.
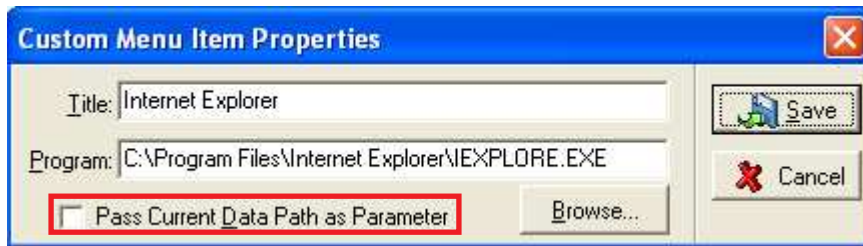
5. In the Custom Menu Item Properties menu, in the field labeled Title, enter the title you would like to give this menu item.
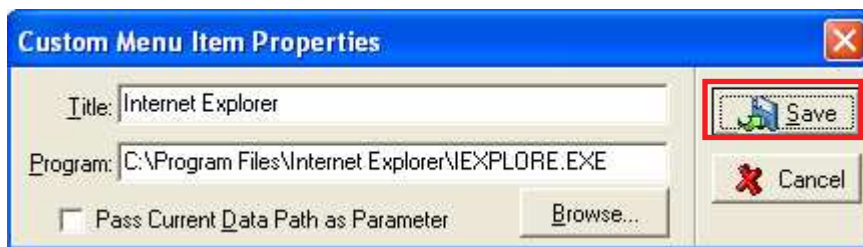

6. In the field labeled Program, enter the path to the file you would like to open when selecting this menu item. If you do not know the path, click on Browse in order to browse to the file.

7. If you are utilizing a third party program that requires access to the NDCMedisoft data, check the box labeled Pass Current Data Path as Parameter.
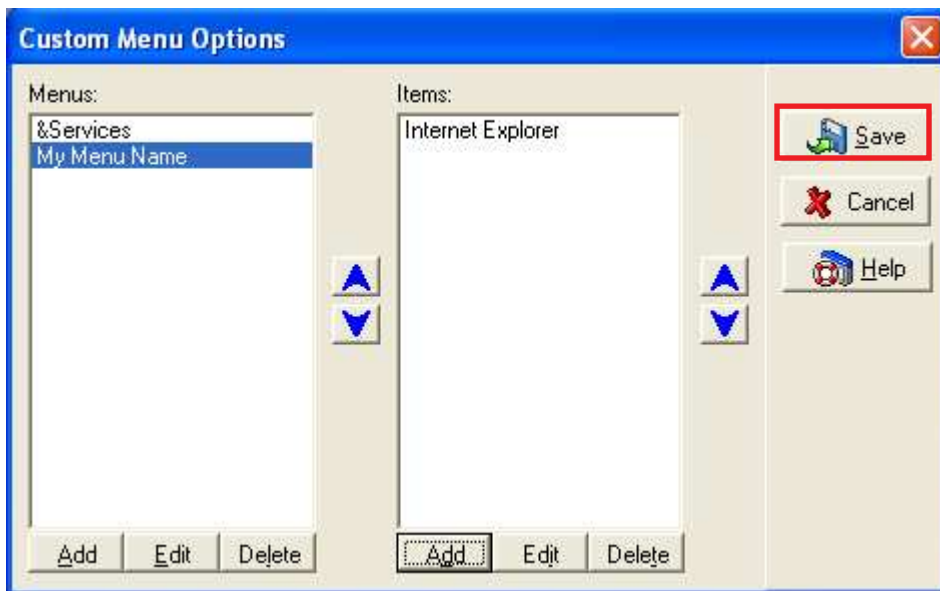

8. Click on Save.

9. Repeat the process for any other menu items you wish to add.

10. After creating or editing your custom menus, click on Save. To abandon any changes or additions, click on cancel.

You will now see your custom menu and menu items listed at the top of the screen.